

Alumnis Multi Academy Trust

Board of Directors Minutes



Date:	15.09.2025 (rescheduled from 09.09.2025)	Venue:	GMeet- Online
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Minute Taker:	Jac Robilliard	Chair:	Sian Jenkins
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Start	17.45	End:	18:45
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Directors in Attendance	Initials	Category	Agenda
Sian Jenkins	SJ	Foundation Director	<ol style="list-style-type: none"> 1. Opening Reflections 2. Welcome, Introductions & Apologies 3. Confidentiality Reminder 4. Declaration of Business / Pecuniary Business Interests 5. Receive and approve Minutes 6. Matters arising from Minutes 7. Election of Chair and appointments 8. Housekeeping 9. Terms of Reference and Committees 10. Risk Register 11. Trust Update 12. External Communications 13. Date and time of next meeting
Ignacio Gonzalez-Paramo	IG	Co-Opted Director	
Leo Mackenzie	LM	Foundation Director	
Matthew Shanks	MS	Foundation Director	
Apologies			
David Chaplin	DC	Foundation Director	
Amanda Lewry	AL	Foundation Director	
Pankaj Manek	PM	Co-Opted Director	
Also Present			
Mark Blackman	MB	Trust Support	
Jac Robilliard	JR	Trust Business Manager	



Item	Minutes
1.	<p>Welcome, Introductions and Apologies</p> <p>PM has sent a letter of resignation. Accepted by the Board.</p> <div> <p>Action</p> <ul style="list-style-type: none"> JR to action offboarding processes for PM </div>
2.	<p>Opening Reflections</p>
3.	<p>Confidentiality Reminder</p> <p>All in attendance were reminded that any information provided and/or discussions undertaken / advice given in the course of part 2 must remain strictly confidential.</p>
4.	<p>Declaration of Business / Pecuniary Business Interests</p> <p>Directors were requested to complete and return the annual declarations of business/pecuniary business interests forms by the end of the month for audit.</p> <p>Directors were reminded that they must declare any conflict of interest which became apparent during the meeting.</p> <div> <p>Action</p> <ul style="list-style-type: none"> Directors to return their forms. JR to arrange for individual emails to be sent to each Director detailing any outstanding information requested. </div>
5.	<p>Minutes of the last meetings</p> <p>The Minutes 15/7/2025 had been circulated prior to the meeting.</p> <div> <p>Decisions:</p> <p>The Board unanimously agreed the Minutes as a true and accurate record</p> </div>
6.	<p>Matters arising from previous Board minutes above</p> <p>Action Points:</p> <ul style="list-style-type: none"> Risk Management - deferred to this meeting - On agenda SJ to send thank you note to Webbers staff - Sian confirmed letter sent



7.	<p>Election of Chair and Appointments</p> <p>Nomination received for Chair in advance of the meeting - Sian Jenkins. No further nominations. Unanimous agreement by Directors.</p> <p>Nomination received for Vice Chair - Leo Mackenzie. Unanimous agreement by Directors.</p> <p>Accounting Officer - Mark Blackman, subject to DFE approval. Unanimous approval by Directors.</p> <p>SEND and Safeguarding Director - Matthew Shanks nominated. Unanimous agreement by Directors.</p> <div data-bbox="231 488 1465 757" style="background-color: #4b0082; color: white; padding: 10px;"> <p>Decisions:</p> <ul style="list-style-type: none"> • Sian Jenkins appointed as Chair of the Board of Directors • Leo Mackenzie appointed as Vice Chair of the Board of Directors • Mark Blackman appointed as Accounting Officer, subject to DFE approval • Matthew Shanks appointed as SEND and Safeguarding Director </div> <div data-bbox="231 824 1465 1003" style="background-color: #ff0000; color: white; padding: 10px;"> <p>Action</p> <ul style="list-style-type: none"> • MB to arrange for forms to be completed, approved by Sian, and be sent to the DFE (Accounting Officer and CFO) </div>
8.	<p>Housekeeping</p> <p>Directors were sent in advance of the meeting:</p> <ul style="list-style-type: none"> • Safeguarding - Safeguarding Compliance form • Code of Conduct - Governor Code of Conduct Google form • Declaration of Business Interests form <div data-bbox="231 1346 1465 1485" style="background-color: #ff0000; color: white; padding: 10px;"> <p>Action</p> <ul style="list-style-type: none"> • Directors to complete forms and return business interests forms. </div>
9.	<p>Terms of Reference and Committees</p> <p>There was discussion with regard to Board business being devolved to subcommittees.</p> <p>Link Directors appointed for learning and standards (David Chaplin) and ethos (Amanda Lewry).</p> <p>The Directors discussed the need for a finance link director - agreed that this should remain as a monthly Board discussion.</p> <p>There was discussion regarding the LSC clusters, It was agreed that St Helen's should join the 'Tritons LSC' as they are all schools receiving support from the LAP. The LAP will be providing local governance support.</p>



	<p>The Scheme of Delegation (SoD) had been circulated prior to the meeting. It was noted that any changes would require consultation with the Diocese and the document is to therefore remain as it is. MB confirmed that with regard to any reference to responsibilities lying with vacant posts, the responsibility will go upwards in the structure.</p> <p>Decisions:</p> <ul style="list-style-type: none"> • The Director unanimously agreed to not form any sub-committees of the Board in light of the trajectory of the Trust. All business to be discussed at monthly Board meetings. • LSCs to remain in place. LSC terms of Reference unanimously agreed. • David Chaplin to continue monitoring learning and standards in schools and reporting back. • Amanda Lewry to continue monitoring ethos and Christian distinctiveness and reporting back to the Board. • St Helen's to join the Tritons LSC • The Appeals Committee ToR were agreed.
10.	<p>Risk Register</p> <p>The Risk Register had been circulated prior to the meeting.</p> <p>MB confirmed there had been no changes since the last meeting.</p> <p>LM noted the absence of mention of risk relating to cyber attack and requested this is reviewed.</p> <p>Decisions:</p> <ul style="list-style-type: none"> • The Risk Register was approved. <p>Action</p> <ul style="list-style-type: none"> • MB review Risk Register in relation to mitigating the risk of cyber attack.
11.	<p>Trust Update</p> <p>The Finance Report July 2025 and Cash Flow July 2025 had been circulated to the Directors prior to the meeting.</p> <p>MB:</p> <ul style="list-style-type: none"> • End of financial year with some adjustments to the last period. • Financial recovery has been stabilised since February. • With the support from the DFE underwrite, the Trust is forecasted to achieve a small surplus by the end of the year. • The first repayment of the loan has been made this month. • The Trust is able to continue trading as we come out of the last financial year and into the next one.



LM - Thank you to all the team who have worked hard to get the finances in order. Grateful for a format that is comprehensive and structured in a logical way. Please pass our thanks to the team. Does our reserves policy continue to be valid?

MB - The reserves are fundamentally against the schools. We have stopped GAG pooling and have broken the budget down to schools for transparency and for incoming Trusts. There is a sensible reserves policy. Note that reserves will also need to be used to pay back money that has been borrowed. The schools have to be sustainable.

LM - There have been challenges with reporting this year. Can the Directors be confident that the challenges around this will reduce.

MB - Yes. A good quality interim CFO is in place. Work has been undertaken to understand the finance system and data inputting exercises have now taken place to ensure reporting is achievable.

School Transfers

MB:

- The first phases of due diligence process are completed. ACE are content to proceed. LAP will provide confirmation next week.
- The DFE requires confirmation that the Board is content to proceed to the advisory board to transfer the schools to ACE and the LAP.

SLAs

MB:

- MB will sign the SLAs and return them to ACE and LAP to give them overall monitoring and support for the schools. They still report directly to MB and the Board

Central team update

MB:

- Resignation from a member of the Estates team. Duties to be disseminated within the existing team.
- MB requested an additional day of leadership support.
- MB to deploy Jo Evans to be liaison between schools, Head Teachers and LSCs.
- A number of vacant roles at central level have not been replaced. We have support from the two trusts, with running the schools on a day-to-day basis. We do need some additional oversight. With deploying Jo, we should then be in a position where we've got enough capacity to keep things going.

Decisions:

- Unanimous agreement to proceed to DFE advisory board to transfer the schools to ACE and the LAP
- Unanimous agreement to proceed to enter into SLAs with ACE and LAP for school support.
- Unanimous agreement for an additional day of leadership support.

12. External Communications



	MB in liaison with the DfE. Meetings every week. MB has advised the DfE that there are likely to be discussions with regard to estates and work required.
13.	Date of Next Meeting 07/10/2025 4.45pm TEAMS MS sent apologies Governance Calendar 25-26

